

Personnel

ANG ENLISTED FIELD ADVISORY COUNCIL

This instruction implements AFPD 36-26 and prescribes the mission, organization, composition, and operating procedures for the Air National Guard Enlisted Field Advisory Council (ANGEFAC). It includes a requirement to maintain, collect, use, and disseminate information subject to the Privacy Act 1974. The requester will show, and upon request, give the affected individual a Privacy Act Statement for each form, format, or form letter used to collect personal data before asking for information. Authority 10 U.S.C. 8021.

1. The mission of the council, as directed by the Director, Air National Guard, is to propose solutions, changes and other policy actions that impact enlisted members of the ANG.

2. Objectives of the Council:

- 2.1. Provide enlisted members of the Air National Guard a vehicle to express their concerns on matters that impact ANG enlisted members.
- 2.2. Receive, review and clarify recommendations.
- 2.3. Recommend policy solutions to Director, ANG, through the ANG SEA.

3. Organization of the Council:

- 3.1. The ANG SEA will serve as the liaison between the ANGEFAC and the Director.
- 3.2. The ANG SEA will provide guidance and process final recommendations of the council.
- 3.3. The chairman of the council will appoint an individual ANGEFAC administrator and assign appropriate duties.

4. Membership of the Council. The ANG SEA will select one primary and one alternate state senior enlisted advisor from each of six different regions, as indicated in attachment 1, for the term of 2 plus 1 year. He will also select a State senior enlisted advisor chairman and vice-chairman for a term of 2 plus 1 year.

5. ANG Local Enlisted Field Advisory Council. State adjutant generals are encouraged to establish local Enlisted Field Advisory Councils (EFACs). Input from local EFACs will be routed through the State senior enlisted advisor to the chairman, ANGEFAC.

6. Scheduling of Meetings. The council will meet as required but no less than once each quarter. Location will be at the discretion of the ANG SEA and ANGEFAC chairman.

7. Operating Procedures:

- 7.1. Consensus will determine council action.
- 7.2. The chair person is responsible for the council reading consensus and opinions.
- 7.3. The ANGEFAC administrator will forward copies of ANGEFAC minutes to regional EFAC coordinators who will in turn forward to all State SEAs..
- 7.4. Approved Agenda Items. Items approved by the council will be forwarded to the ANG SEA for appropriate action.

8. Man-days/Funding Requirements:

- 8.1. ANG will fund man-day requirements for council participation.
- 8.2. All travel by ANGEFAC members required to conduct official ANGEFAC business shall be directed by the National Guard Bureau.
- 8.3. The ANG SEA will provide by message, not later than 30 days prior to meetings, funding authorization information.

9. Responsibilities:

- 9.1. ANG SEA will serve as a liaison to the ANGEFAC. Will coordinate facilities for on-site meetings.
- 9.2. Chairman, ANGEFAC will coordinate publishing and distribution of all ANGEFAC related correspondence. Chairman will appoint an ANGEFAC administrator and assign duties.
 - 9.2.1. Publish agenda for ANGEFAC meetings.
 - 9.2.2. Coordinate ANGEFAC action items to completion.
 - 9.2.3. Schedule all meetings of the ANGEFAC.
 - 9.2.4. Serve as a member of the ANG ADFAC committee.
- 9.3. Vice-chairman acts in the absence of the chairman.
 - 9.3.1. Serve as a member to the ANG ADFAC.
- 9.4. ANGEFAC committee members:
 - 9.4.1. Coordinate with State SEAs in their respective region, to receive input and disseminate information as necessary.
 - 9.4.2. Members will attend scheduled EFAC meetings.
 - 9.4.3. Solicit input 60 days prior to each ANGEFAC meeting from State SEAs within their region and within their own State.
 - 9.4.4. Develop and complete staff actions as assigned by the chairman within specified suspense.
- 9.5. Alternate ANGEFAC member will only participate in the absence of the primary assigned member.

10. Direct input to ANGEFAC. Although it is preferred that recommendations be forwarded through State SEAs, individuals wishing to make direct recommendations to the enlisted council will forward their recommendations in letter format, (see attachment 2), to the chairman of the ANGEFAC.

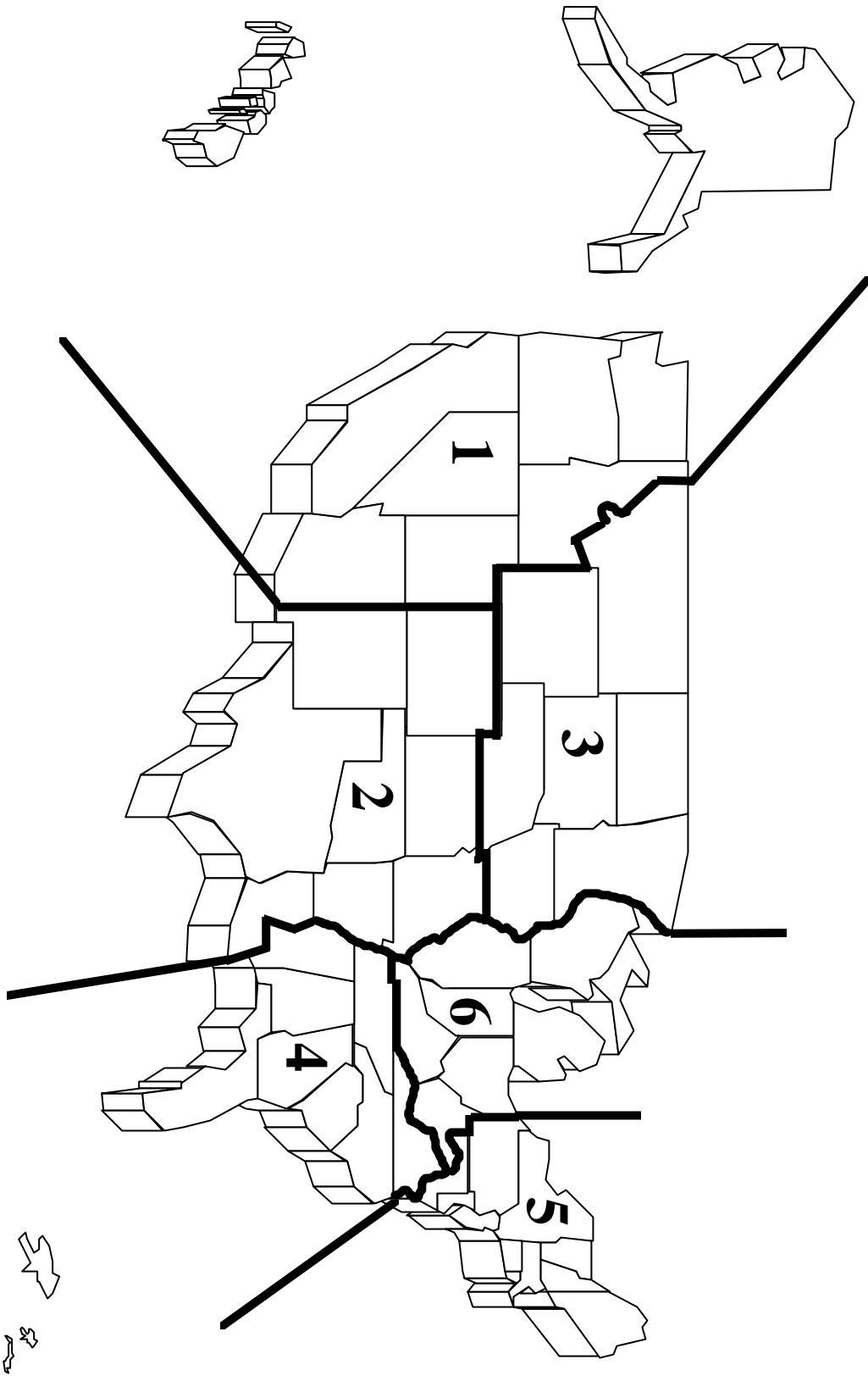
DONALD W. SHEPPERD
Major General, USAF
Director, Air National Guard

OFFICIAL

DEBORAH GILMORE
Chief
Administrative Services

2 Attachments
1 EFAC Regions
2. ANGEFAC Agenda Item Submission Format

EEAC REGIONS



Attachment 2

ANGEFAC Agenda Item Submission Format

(Date)

MEMORANDUM FOR Chairman, ANG Enlisted Field Advisory Council

FROM: (Rank, Name, Unit, Address, DSN & Comm. phone numbers)

SUBJECT: Proposed ANGEFAC Agenda Item

1. Background

2. Discussion:

3. Recommendation:

Name, Rank, State ANG
Title